



## SHELLFISH LICENSE APPLICATION INSTRUCTIONS

This application is to be completed and signed by individuals applying for a commercial shellfish license. Individuals applying for a License for another under the authority of Power of Attorney must submit a **PHOTOCOPY** of the Power of Attorney and current picture identification.

### Eligibility requirements

All North Carolina residents who seek to harvest and sell shellfish to a licensed fish dealer are eligible.

- A. Provide a **PHOTOCOPY** of one of the following current picture identifications:
1. Driver's License; or
  2. State Identification (issued by DMV); or
  3. Military Identification; or
  4. Passport; or
  5. Resident Alien Card (green card)
- B. The **Shellfish License** Application must have the following information (**must be a North Carolina resident**):
1. Check one:
    - a. New application (i.e., new license)
    - b. Renewing
    - c. Updating current license
    - d. Replacing a current license
  2. **Shellfish License** number, if renewing the license. This number is located on the license to the right of the words *Shellfish License*.
  3. Proof of Residency  
If you have moved to the state of North Carolina and have resided within the state for 60 days to six months and consider North Carolina as your permanent residence, you are required to complete the Certification of Eligibility for North Carolina Residency/Domicile and provide a **PHOTOCOPY** of one of the following documents:
    - a. North Carolina Voter Registration card; or
    - b. North Carolina State Identification card; or
    - c. North Carolina Driver's License; or
    - d. Military Identification card
  4. Complete all the Participant Information, including the Participant Identification number. This number is located to the right of the word *Participant #* on your license. If you do not currently have a license with DMF, please leave this box blank.
  5. Complete the economic and gear surveys.
  6. Sign the application.
  7. Completed Certification Statement Form. It must be notarized if applying for a new license.
- C. Fee:  
See Commercial License and Permit Fee Sheet. If you need assistance please contact any NC DMF License Office or call (252) 726-7021 or (800) 682-2632.
- D. Method of payment: Personal check, money order or Cashier check. Make payable to **North Carolina Division of Marine Fisheries**. There will be a \$25.00 service charge for returned checks.

You are required to notify the Division of Marine Fisheries of any address changes within 30 days. Incomplete applications submitted without required documentation will be deemed incomplete and returned to you unprocessed.

**Mail to:** North Carolina Division of Marine Fisheries  
License Office  
PO Box 769  
Morehead City, NC 28557

# North Carolina Division of Marine Fisheries

## Application for Shellfish License

<b>Check one:</b>	<input type="checkbox"/> New Application
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**OR**

<b>Check one:</b>	<input type="checkbox"/> Renew	<input type="checkbox"/> Replace	<input type="checkbox"/> Update and/or Change of Vessel Master
<b>Existing License Number</b> (License number is printed on license)			

**NC RESIDENCY:**

☐ 60 days – 6 months

☐ Over 6 months

Complete the *Certification of Eligibility for NC Residency*

### Individual Participant Information

Participant I.D.		First Name		Middle Name		Last Name		Suffix	
Driver's License No.		State I.D. No.		Military I.D. No.		Resident Alien I.D. No.		Passport No.	
	Expire Date / /		Expire Date / /		Expire Date / /		Expire Date / /		Expire Date / /
Date of Birth ____ / ____ / ____		Primary Residence				Secondary Residence		E-mail Address	
Race:	Gender: (Circle One)	Physical Address				Mailing Address <input type="checkbox"/> Check if same as physical address			
	M / F	Address 1: _____ Address 2: _____ City: _____ State: _____ Zip: _____ County: _____ Country: _____				Address 1: _____ Address 2: _____ City: _____ State: _____ Zip: _____ County: _____ Country: _____			
Height	Weight								
Eye Color	Hair Color								
Home Phone:		Business Phone:		Fax:		Cellular Phone:			
( ) -		( ) -		( ) -		( ) -			

### PLEASE COMPLETE REQUIRED ECONOMIC SURVEY AND GEAR SURVEY SECTIONS

#### Economic Survey (must be completed by Responsible Party)

At least 50% of income derived from commercial fishing?

☐ YES

☐ NO

Signature: \_\_\_\_\_

Applicant signature

Date

**Must be signed to be valid**



North Carolina Division of Marine Fisheries  
License or Permit Application Certification Form  
(REV 04/2021)

OFFICE USE ONLY Year \_\_\_\_\_

PID # \_\_\_\_\_

License # \_\_\_\_\_

DMF License Clerk: \_\_\_\_\_

**Certification Statement (This section must be completed by Applicant)**

I, \_\_\_\_\_, certify that:

1. All the information provided on this application and any supporting documentation provided is true, accurate, and complete. And further, for renewals, any changes in information or supporting documents have been provided at the time of renewal. I understand that any false information or fraudulent disclosures may result in termination of appropriate licenses, permits and related documents, revocation or suspension of marine fisheries licensing and other privileges, and in possible criminal prosecution.

2. I am a resident of the State of: \_\_\_\_\_

If claiming resident status in North Carolina, I certify further that (check one):

☐ I have been a legal resident for more than six months, or

☐ If domiciled in North Carolina between 60 days and six months, I have completed and submitted with this application a notarized Certificate of Eligibility for North Carolina Residency.

3. If applying for a Standard or Retired Standard Commercial Fishing License as a North Carolina Resident, I also certify that: (check the appropriate entry)

☐ I filed a North Carolina State Income Tax Return for the previous calendar or tax year.

☐ I was not required to file a North Carolina State Income Tax Return for the previous calendar or tax year.

I understand if there are any questions regarding the filing of a North Carolina State Income Tax Return, I may have to provide appropriate tax records, as requested by the Division of Marine Fisheries.

4. For commercial fishing licenses, permits, endorsements or registrations I certify that:

a) I currently have no marine fisheries licenses, permits, endorsements, or registrations under suspension or revocation and the privilege to hold such licenses, permits, endorsements, or registrations is not revoked or suspended.

b) I have not been convicted of four or more violations in any jurisdiction related to state or federal law or regulations involving or related to marine or estuarine resources during the previous three years.

c) I understand that as a condition of accepting a permit from the Division of Marine Fisheries, I agree to abide by all conditions of the permit and agree, that if conditions of the permit as identified for the permit are violated, or if false information was provided in the application for initial issuance, renewal or transfer, the permit may be suspended or revoked by the Fisheries Director.

5. NC General Statute §113-221 requires the NC Division of Marine Fisheries to provide a current copy of the rules governing activities authorized by the license you are purchasing. You have the right to request a current rulebook in hardbound. The document is available on the Division of Marine Fisheries website on the "Rules and Regulations" webpage at <http://portal.ncdenr.org/web/mf/rules-and-regulations>.

6. For for-hire fishing licenses and endorsements, I affirm that I have liability insurance and that I am knowledgeable of USCG safety requirements for the vessel(s) used in the operation in accordance with G.S. 113-168.6.

7. If application is for a Standard/Retired Commercial Fishing License with a Shellfish Endorsement or a Shellfish License for NC Residents I affirm that I have received the required harvester training.

8. For Ocean Fishing Pier License, linear length of the pier has not changed.

9. If applying for a Land or Sell License, I also certify that: (check the appropriate entry)

☐ I have a commercial fishing license issued by the state of \_\_\_\_\_ (Other than North Carolina).

☐ I have a federal permit that allows commercial fishing.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTARY (Only NEW applications must be notarized)**

State: \_\_\_\_\_ County: \_\_\_\_\_

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Notary Public: \_\_\_\_\_ My Commission expires: \_\_\_\_\_